

Request for Sole Source Acquisition

(\$2,500 - \$100,000)

Requirement (Equipment/Services):

Estimated Amount: \$ _____

Is there a technical data package, specification, engineering description, statement of work, or purchase description attached which is sufficient for competitive procurement?

Are there unique requirements of the item/service that necessitate a noncompetitive action and what? Identify the proposed sole source contractor (if applicable) and discuss the unique capabilities, experience, expertise, etc. that the contractor has that makes the firm the only one capable of performing the requirement.

Was the item or service previously acquired? If so, was it from the same contractor? If this is a continuation of a previous effort by the same contractor, discuss why no other sources of supply are available. Can alternate products or services be used and obtained competitively? If so, why is that alternative not being pursued?

Identify the constraints such as schedule requirements, unique features and mandatory requirements, or the existence of patent, proprietary data, copyright or other such limitations, which restrict competition.

Was Market Research conducted?

If so, are findings attached?

What evidence exists that the Government would be injured if the noncompetitive procurement is not made?

Impact. Describe the detrimental effects to the mission/Government that would result if the J&A was not approved and, consequently, the product/service could not be provided.

Prepared by: _____

Organization: _____

Phone No: _____

Contracting Officer's Determination:

Would competition have been feasible had more time been available (discuss)?

Contracting Officer Signature: _____

Date: _____

Competition Advocate Approval: _____

Date: _____